

Indiana Professional Licensing Agency  
Indiana Board of Nursing (Group 02)  
402 W. Washington St. Room W072  
Indianapolis, IN 46204



**To renew by mail - please return this entire page to the address above after answering all questions on the form. Be sure to enclose your renewal fee of \$10. Checks should be made payable to: "Indiana Professional Licensing Agency".**

APN PRESCRIPTIVE AUTHORITY - RENEWAL FORM				
<b>Mail To: Indiana Professional Licensing Agency</b> <b>402 West Washington Street</b> <b>Room W072</b> <b>Indianapolis, IN 46204</b>  <b>Circle the appropriate answer to questions at the right and sign renewal form. Failure to answer questions and/or sign the renewal form WILL delay your renewal.</b>  <b>I hereby swear or affirm under the penalties of perjury that I understand and have answered the questions true to the best of my knowledge.</b>	<b>Enter Authorization Number</b>	<b>Date Expires</b>	<b>Required CE Hours</b>	<b>Renewal Fee</b>
		10/31/2011	30	\$10.00
	1. Do you have a current collaborative agreement with an Indiana licensed physician?		<b>YES</b>	<b>NO</b>
	2. Do you have a current Indiana RN license?		<b>YES</b>	<b>NO</b>
	3. Have you completed all of your required CE Hours?		<b>YES</b>	<b>NO</b>
<b>If you do not have a current collaborative agreement, your prescriptive authority is no longer valid – DO NOT RENEW.</b>				
	<b>Signature Of Applicant:</b>		<b>Date Signed:</b>	
			<b>Email Address:</b>	
<b>Print Name:</b>	<b>Enter change of address:</b>		<b>PAY A \$50.00 LATE FEE IF POST MARKED AFTER 10/31/2011</b>	

- **Online renewal information:** Login ID is your RN license number including the alphabetic character and the password is the last four digits of your social security#. You can update your address and other demographic information during the renewal or any other time by logging in to your records online. Renew online at [www.pla.in.gov](http://www.pla.in.gov) - use **License Express** option. By renewing online, your license will be updated in approximately one business day. If you choose to renew by paper, please expect a minimum of 4-6 weeks for processing.
- **Late renewals:** If you renew after October 31, 2011, you **must** pay a \$50.00 late fee per license in addition to the standard renewal fee. **THERE ARE NO EXCEPTIONS**
- **Name changes:** Name change requests must be made in writing – include a copy of a legal name change document (marriage license, divorce decree, or other Court Order establishing legal name change) and mail to the address above. Be sure to include your license number. Copies of social security cards are not accepted as valid name change documents.
- **Pocket cards:** The Indiana Professional Licensing Agency no longer issues pocket license cards at license renewal. Pocket cards no longer note your practice specialty in order to clarify that this license is not for practice in an advanced practice nursing field (This license authorizes prescriptive authority for an advanced practice nurse). If you need to purchase a new pocket card, you may do so online at [www.pla.in.gov](http://www.pla.in.gov). Walk-in customers will not be issued cards. Please note that permanent pocket license cards no longer feature expiration dates, although a card with an expiration date can also be purchased online.
- **Continuing Education:** In order to be eligible for renewal of your prescriptive authority you must have completed at least thirty (30) contact hours of continuing education for nurses, eight (8) of which should be in the subject of pharmacology. Following the renewal cycle, a random audit will be conducted in which participants will be required to submit documentation of having met this requirement.
- If you have questions, contact the Nursing Board by email at [pla2@pla.in.gov](mailto:pla2@pla.in.gov) or by phone at (317) 234-2043.